

JOINT COMMISSION ON SHARED SERVICES INITIATIVES

MINUTES

March 26, 2015

The mission of the Joint Commission on Shared Services Initiatives is to provide visionary leadership in delivery of collaborative public services. We will accomplish this by identifying opportunities and challenges, engaging the multiple constituencies, and developing strategies to support collaboration in areas of common interest among the governmental bodies.

COMMITTEE: Joint Commission on Shared Services Initiatives

DATE: March 26, 2015

TIME: 7:30 a.m.

LOCATION: Room 2550, County Courthouse

COMMITTEE VICE CHAIR: Colleen Bates

RECORDER: Angie Harmon

Commission Members Present: City – Kerry Kincaid

County – Colleen Bates, Gregg Moore, Gerald Wilkie

School – Chris Hambuch-Boyle, Chue Xiong

Commission Members Absent: City – Dave Duax, Eric Larsen

School – Kathryn Duax

Staff Present: Russell Van Gompel, Keith Zehms, Frank Draxler, Angie Harmon, and Linda DesForge

AGENDA ITEM #1: Call to Order.

Commission Vice - Chair Colleen Bates called the meeting to order at 7:32 a.m.

AGENDA ITEM #2: Approval of the minutes of the Joint Commission on Shared Services Initiatives meeting of November 25, 2014.

ACTION: Jerry Wilkie made a motion to approve the minutes as presented. The motion was seconded by Gregg Moore. Motion carried.

AGENDA ITEM #3: Review of RFP Scope for Shared Administrative Functions and Space – Discussion/Action. (Frank Draxler)

The charter for the Shared Administrative Functions and Space was reviewed by the members. After a lengthy discussion about what areas of space and function within the city, county, and school district that could be addressed, it was determined to start with one specific area. The members decided to start with the City and County Housing Authority offices.

AGENDA ITEM #4: Discussion of the potential for a shared function and/or space with regard to City and County Housing Authorities.

As part of agenda item #3, the City and County Housing Authorities function and space needs will be reviewed. Once the function of each department is defined, the space needs can be determined. The two administrators will meet with the housing authority directors, and housing authority board chairs to discuss the options. Any findings can be brought back to the next meeting.

AGENDA ITEM #5: Discussion of the updated Joint Commission on Shared Services Dashboard for current projects.

The dashboard that was included with the agenda packet has no changes since the January 2015 meeting.

AGENDA ITEM #6: Discussion and report from the three administrators on various needs.		
The three administrators continue to meet to discuss collaborating efforts on the big items that affect all three entities.		
AGENDA ITEM #7: Discussion of future agenda items and future meeting dates.		
A survey monkey poll will be emailed to the members to determine a meeting date in May. The meeting will be held at the ECASD building.		
AGENDA ITEM #8: Adjournment.		
ACTION: Chris Hambuch-Boyle made a motion to adjourn the meeting at 8:30 a.m. The motion passed by unanimous consent.		
FUTURE MEETING DATES:	TIME:	LOCATION:
TBD	TBD	TBD